## UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency Washington, DC 20250

# National Procedure Checklist No. 1861

Field Office Distribution	All directives are sent to BBS for State Offices and KCAO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.
National Office Distribution	Notices are available on Internet. Handbooks are printed and distributed to the National Office.
Directives on Internet	Notices are available on Internet at www.fsa.usda.gov/dam/forms/notices.asp.
Temporary Directives	Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For		
AO-1250 9-6-01	Using Queries for the Fourth Quarter Work Measurement and Year-End FY 2001 Workload Automated Unit Counts	State and County Offices		
AO-1251 9-6-01	County Office Work Item Comparisons and Information to Assist in FY 2001 Year-End County Office Workload Review	State and County Offices		
CP-533 9-6-01	2001 Automated Farm Inspection Register (AFIS)	State and County Offices		
FI-2499 9-10-01	Crediting Loan Deficiency Payments (LDP's) and Marketing Assistance Loans to Delinquent FSA Debts	FSA Offices		
PM-2259 9-12-01	Ceiling Allocation for the Student Career Experience Program (SCEP)	FSA National Office, State Offices, and KCAO		

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Temporary Directives (Continued)

Short Reference and Effective Date	Title	For		
PS-413 9-7-01	Processing 3 <sup>rd</sup> Peanut Market Assistance Program (PMAP-III) Batch Payments Using APSS Software Provided in County Release No. 467	Peanut State and County Offices		
SU-70 9-7-01	2001 Sugar Payment-In-Kind (PIK) Program	State Offices and Service Centers		
SU-71 9-10-01	Processing 2001 Sugar Payment-In-Kind (PIK) Program Offers	State Offices and Service Centers		

**Permanent Directives** 

None

**Procedure Notices**  None

Obsolete Directives Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By		
FLP-165	9-10-01	FI-2499		

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Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code 1/	Remarks
ccc	744	09-07-01	Irrevocable Offer and Contract to Participate in the 2001 Sugar Payment-In-Kind (PIK) Diversion Program	eCCC0744.FML	Electronic Form	MP/2 Head to Head	Sugar State Offices and Sugar Beet Processors	Notice SU-71	N/A	This form was revised and is available electronically. Destroy old stock.
ccc	744 Appendix	09-07-01	Appendix to Form CCC-744, Irrevocable Offer and Contract to Participate in the 2001 Sugar Payment-In-Kind (PIK) Diversion Program	eCCC0744-0000-APP.FML	Electronic Form	MP/6 Head to Head	Sugar State Offices and Sugar Beet Processors	Notice SU-71	N/A	This Appendix is new and available electronically.
FCIC	564	10-92	Amendment No. ( ) to FCIC Directive	nofile.htm	RPL/WP	Sheet	RMA Catalog	N/A	N/A	Form was obsoleted as of 09-6-01.
FCIC	567	10-92	Federal Crop Insurance Corporation Reference	nofile.htm	RPL/WP	Sheet	RMA Catalog	N/A	N/A	Form was obsoleted as of 09-6-01.
FSA	60	03-16-95	Purchase Order	FSA0060.DOC FSA0060.PDF FSA0060.WPD	RPL/WP/DOC	Sheet	States, Counties	25-AS, 27-AS, 28-AS, 31-AS, 3-BU, 28-FI	PLP4	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	268-B	08-20-01	Publications Control Card	KC0268-B.DOC	RPL/DOC	MP/2 Card Head to Left	ASD	N/A	N/A	Revised form; destroy previous editions.
KC	275	04-10-95	Shipments Accepted By CCC Which Do Not Meet Loading Order Requirements	KC0275.DOC	RPL/DOC	Sheet	BCD-MB	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	276	03-01-93	Management Appreciation Nomination (For Promoting Teamwork and/or Impressive Customer Service)	KC0276.DOC	RPL/DOC	Sheet	All Offices	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	279	02-21-89	OGSM Sales - Rail Car Shipments	KC0279.DOC	RPL/DOC	Sheet	D&DOD	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
KC	280	08-22-01	Discrepancy Report	KC0280.DOC	RPL/DOC	Sheet	ASD	N/A	N/A	Revised form; destroy previous editions.

**Note:** Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

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### **USDA/FSA**

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code 1/	Remarks
KC	281	10-11-94	ADP Service Request	KC0281.DOC	CG	Sheet	All Divisions, TD	N/A		Computer-generated on Service Request System (SRS); however, now available in Microsoft Word fillable format as a backup tool.
KC	362	08-24-01	Standard Abbreviations Shown on Information Releases	KC0362.FML KC0362.PDF	Electronic Form	MP/2 Head to Head	BCD, EOD	N/A		Revised form; destroy previous editions.
MISC	S01N1198	05-21-01	Individually Billed Card Account Setup/Application Form	CREDITCARD.PDF	Electronic Form	MP/7 Head to Head	All Offices	N/A		This form was reissued to include an omitted page. Destroy old stock. Send completed applications to your Government (credit card) Coordinator. Do not send to Bank of America.

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